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LOGISTICS SERVICES DIVISION  
WEEKLY REPORT  
PERIOD ENDING - 13 JULY 1983

**I. Progress Report on Tasks Assigned by the DCI/DDCI:**

25X1 No items this reporting period. [redacted]

**II. Items/Events of Major Interest:**

a. New Computer Program for the Real Estate and Construction Division (RECD), OL: A new computer program similar to the CRAMS system was created for the Real Estate Branch, OL/RECD. This system will be used to maintain records for buildings outside the Metropolitan Washington Area and may eventually be used by RECD to maintain records of covert buildings as well. [redacted] 25X1

b. Conversion to a Vault Type Room (VTR): The Architectural Design Staff (ADS), OL/LSD, completed drawings to convert Room [redacted] Headquarters to a VTR for the [redacted] Division and forwarded the drawings to the Space Maintenance and Facilities Branch, OL/LSD, on 11 July 1983. [redacted] 25X1 25X1

c. Suspicious Package: On 7 July 1983 the Postal Section of the Mail and Courier Branch received a suspicious package through the U.S. Postal Service addressed to the Director, CIA from Stephentown, New York, and postmarked 28 June 1983. X-ray inspection revealed a configuration indicative of a possible explosive device, and the Security Duty Office was immediately notified. [redacted] responded to the call and 25X1

looked at the package in the X-ray machine. They determined that it might be an explosive device and immediately called their supervisor who, in turn, called the 67th EOD Unit at Fort McNair to request assistance. Offices adjacent to the Mail and Courier Branch were evacuated. Upon arrival, the 67th EOD Unit examined the package in the X-ray machine, decided that it could be an explosive device, and removed the package from the building. The package was destroyed beside the retaining wall at the South Loading Dock entrance (about 50 feet from the building). Examination of the contents revealed that the package had contained an AM/FM cassette clock radio. [redacted] 25X1 25X1

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e. Electrical Outlets: On 8 July 1983 requirement drawings from the Foreign Broadcast Information Service for Room 1107, Key Building, were sent directly to the contractor by SM&FB for the installation of electrical outlets in that area. [redacted]

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f. Possible Remodeling in Director's Office: A representative of the Architectural Design Staff met with the DCI's secretary on 12 July 1983 to discuss removal of partitions and possible remodeling of Room 7D60 Headquarters. [redacted]

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g. Distilled Water for Blueprint Machine: Trips to the Printing and Photography Division are planned once every two or three weeks to obtain distilled water from the P&P Building to meet blueprint machine needs in ADS, Room 1J45 Headquarters. [redacted]

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h. New Partitions: The design proposal for a new partition layout in Room 716, Chamber of Commerce Building, has been submitted to the Office of Medical Service. Working drawings are 30 percent complete and are awaiting new design plan approval by OMS. [redacted]

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i. SAFE Early Capability Terminals: Drawings were sent to the Headquarters Engineering Branch, OL/RECD, for engineering input for the installation of 10 SAFE Early Capability Terminals in Room 6C43, Headquarters, and five in Room 5B2830, Headquarters, for the Office of Scientific and Weapons Research. [redacted]

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j. Relocation: The Audit & Certification Division, Office of Finance, was relocated from Key Building to [redacted] Building on 8 and 9 July 1983. [redacted]

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k. Major Renovation: The Electric Shop installed the critical power for the hookup of the alarm system for the Near East Division. This completes major renovations in Room [redacted] Headquarters. [redacted]

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l. Minor Alteration for Near East Division: Carpenters, electricians, and painters have completed the job of converting two small conference rooms -- [redacted] Headquarters -- into one four-person office.

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III. Significant Events Anticipated During the Coming Week:

Overtime Scheduled for Weekend of 16 July: The Plumbing Shop will be working overtime this weekend to shut down the sewer line in the GF and GG corridors in order to tie in the drain line for the new kitchen unit in Room GG2202, Headquarters, for the Office of Data Processing.

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Chief  
Logistics Services Division

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